

# Little Hands Job Preference Form

## Returning Families – Alumni/ae 2004-2005

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Do you have any specific talents, skills, or background that might be useful in determining your job position (i.e. business or accounting, artistic, creative, handy with tools, electrical, plumbing, household repairs, like to build things, sewing, like to organize, enjoy working with people, computer proficient, etc.)?

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If you are a returning family, what is your current job?

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If you are returning alumni, what was your job when you previously attended Little Hands?

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Please number your choices from 1-4 in order of preference. Detailed job descriptions are available on our website, [www.littlehandsparents.org](http://www.littlehandsparents.org), or at Little Hands in the Art Room. Please review the job descriptions before making your choices.

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|---|--|--|
| <input type="checkbox"/> All School Meeting Committee (3) | <input type="checkbox"/> Medical Record Coordinator      | <input type="checkbox"/> Reg. Coord. – Summer School       |
| <input type="checkbox"/> All School Meeting Coordinator   | <input type="checkbox"/> Message Coord. Leader           | <input type="checkbox"/> Registration Data Input           |
| <input type="checkbox"/> All School Picnic Coordinator    | <input type="checkbox"/> Message Coordinator (19)        | <input type="checkbox"/> San Mateo Council Assistant       |
| <input type="checkbox"/> Alumni Database/System Manager   | <input type="checkbox"/> Orientation Folder Coord.       | <input type="checkbox"/> Slide Show Coordinator            |
| <input type="checkbox"/> Babysitting Coordinator          | <input type="checkbox"/> Pancake Breakfast Coord.        | <input type="checkbox"/> Slide Show Photographers (2)      |
| <input type="checkbox"/> Class Liaison (13)               | <input type="checkbox"/> Photo Fundraiser Coord.         | <input type="checkbox"/> Social Committee (20)             |
| <input type="checkbox"/> Community Outreach/Family Conn.  | <input type="checkbox"/> Photographer/Album-Fall         | <input type="checkbox"/> Spice Speaker/Family Forum Coord. |
| <input type="checkbox"/> Community Outreach/Giving Tree   | <input type="checkbox"/> Photographer/Album-Spring       | <input type="checkbox"/> Spring Auction Coordinator        |
| <input type="checkbox"/> Cookie Dough Coordinator         | <input type="checkbox"/> Plant Maintenance (3)           | <input type="checkbox"/> Spring Auction Committee (5)      |
| <input type="checkbox"/> Director's Assistant             | <input type="checkbox"/> Poster Maker – Fall             | <input type="checkbox"/> Talbot's Night Coordinator        |
| <input type="checkbox"/> Emergency Prepare/Inventory      | <input type="checkbox"/> Preschool Night Coord.          | <input type="checkbox"/> Treasurer's Assistant             |
| <input type="checkbox"/> eScrip/Schoolpop Coordinator     | <input type="checkbox"/> Projects Committee (6)          | <input type="checkbox"/> T-shirt Sales Committee (3)       |
| <input type="checkbox"/> Fingerprints Writer (5)          | <input type="checkbox"/> Purchaser                       | <input type="checkbox"/> Way and Means Assistant           |
| <input type="checkbox"/> Harvest Festival Assistant       | <input type="checkbox"/> Registration Asst. – Fall (4)   | <input type="checkbox"/> Way and Means Committee (8)       |
| <input type="checkbox"/> Jobs Assistant (2)               | <input type="checkbox"/> Registration Asst. – Spring (2) | <input type="checkbox"/> Webmaster                         |
| <input type="checkbox"/> Maintenance Assistant (4)        | <input type="checkbox"/> Reg. Coord. – Jan. Baby Class   |  |

Every effort will be made to accommodate your preference; however, this is not always possible. If you have any questions about a particular job, please contact Sheri King - Jobs Board Member, at (650) 654-1878 or e-mail to [sgkingca@yahoo.com](mailto:sgkingca@yahoo.com).